DOCUMENT RESUME

ED 143 402 JC 770 426

AUTHOR Gold, Ben K.; Wunsch, Dan
TITLE Follow-up Study of Non-Continuing Students Enrolled in 1975-76 in Secretarial Science, Administration of Justice, or Electronics Curricula. Research Study #77-10.
INSTITUTION Los Angeles City Coll., Calif.
PUB DATE Sep 77
NOTE 18p.

EDRS PRICE MF-$0.83 HC-$1.67 Plus Postage.
DESCRIPTORS Community Colleges; *Dropout Research; Dropouts; Educational Objectives; Electronic Technicians; *Employment Patterns; *Followup Studies; *Junior Colleges; Junior College Students; Law Enforcement; Salaries; Secretaries; Student Motivation; Technical Education; *Vocational Education; Vocational Followup
IDENTIFIERS Student Accountability Model

ABSTRACT

Los Angeles City College program completors, non-completors who left with "marketable skills", and non-completors were the focus of this follow-up study. A sample of 625 students who were enrolled for at least one semester in 1975-76, but not in fall 1977, were identified in the programs of secretarial science, administration of justice, and electronics. Of the 269 respondents, 54.6% were female, 45.4% were male, with 59.1% between ages 21 and 31. Program completors comprised 47.6% of the sample, the marketable skills group, 18.2%, and non-completors, 34.2%. Work characteristics included 66.9% employed full-time, 10.9% working part-time, 38.8% in jobs not related to their college training, 73.5% employed before attending LACC at a level lower or equal to their present job, with 55.3% obtaining their jobs before leaving college. The median rate of pay was over $6.50 per hour for electronics majors, about $5.50 for administration of justice majors, and $4.50 for secretarial science students. Asked about objectives, 30.2% intended to pursue a bachelor's degree, 57.7% had attended LACC for acquiring or improving job skills, and only 16.7% had completed their objectives. The main reasons for not continuing were given as personal (29.8%), graduated or certified (20.8%), and financial (12.5%). Course content and classroom instruction were rated high, but career information and program planning showed need for improvement. (RT)

****
* Documents acquired by ERIC include many informal unpublished *
* materials not available from other sources. ERIC makes every effort *
* to obtain the best copy available. Nevertheless, items of marginal *
* reproducibility are often encountered and this affects the quality *
* of the microfiche and hardcopy reproductions ERIC makes available *
* via the ERIC Document Reproduction Service (EDRS). EDRS is not *
* responsible for the quality of the original document. Reproductions *
* supplied by EDRS are the best that can be made from the original. *
****

ED143402

NATIONAL INSTITUTE OF EDUCATION
THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL NATIONAL INSTITUTE OF EDUCATION POSITION OR POLICY

MATERIAL HAS BEEN GRANTED BY
Ben K. Gold
TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC) AND THE ERIC SYSTEM CONTRACTORS."

LOS ANGELES CITY COLLEGE

"FOLLOW-UP STUDY OF NON-CONTINUING STUDENTS ENROLLED IN 1975-76 IN SECRETARIAL SCIENCE, ADMINISTRATION OF JUSTICE, OR ELECTRONICS CURRICULA"

Research Study #77-10

Ben K. Gold
Dan Wunsch
Research Office
September, 1977

JC 770 426

PREFACE

The major part of the work of this study was performed by Dan Wunsch, graduate student at UCLA, who has been assisting the Research Office in implementing the SAM model at LACC (and other campuses).

Mr. Wunsch is presently working on a system to provide feedback information to all occupational departments. It is hoped to have this system operational in 1977-1978.

We are most appreciative of Mr. Wunsch's outstanding work.

EKG

"Follow-up Study of Non-continuing Students Enrolled in 1975-76 in Secretarial Science, Administration of Justice, or Electronics Curricula"

PURPOSE OF THE STUDY

For the past four years, a statewide team of community college personnel has been developing and testing a system of procedures (now called SAM: Student Accountability Model) for identification of occupational student majors and for providing follow-up information about them after they leave college. The system requires classification and prioritization, according to specified criteria, of all occupational courses and then identifies students' majors according to their enrollments in these prioritized courses. Non-continuing students are further classified according to their accomplishments while in college, and follow-up procedures vary according to this classification. Complete procedures are described in the SAM Operations Manual, February 1977.

The Los Angeles District has implemented the SAM system and has provided printouts of occupational students in 1975-76 as identified by SAM. This study reports on a first attempt to obtain follow-up information on students on this list whose majors were determined to be Secretarial Science, Administration of Justice, or Electronics.

PROCEDURE OF THE STUDY

On the basis of a student's enrollment in prioritized occupational courses and his or her accomplishments while in college, the student's major is determined and he or she is classified after leaving college, as a program completor, a non-completor who left with a "marketable skill," or a non-completor.

PROCEDURE OF THE STUDY (continued)

The printouts from the District Office for students who were enrolled one or more semesters in 1975-76, but not enrolled in Fall 1976 indicated the student's major, classification described above, sex and age. Mailing labels were provided for each student as well as summary data for each major classification.

In accord with the statewide consortium plan, three program areas were to be targeted in 1976-77 as a test of the system. These three program areas were Secretarial Science, Administration of Justice, and Electronics. The SAM procedures were used to select appropriate samples, a questionnaire was prepared* (after consulting with Department Chairmen) following SAM guidelines, and mailed to those selected in the sample. After two weeks a second questionnaire, along with an urgent apeal, was sent to non-respondents, and after an additional two weeks, non-respondents were telephoned.

SPSS (Statistical Package for Social Sciences) programs, now available on the District computer, were used to analyze the data, after it was appropriately keypunched.

FINDINGS

A total of 1,456 students were identified as the population for the study, with 625 constituting the sample to be contacted. Table 1 details the sample and response according to major area. Table 2 indicates some characteristics of the respondents, and Table 3 summarizes responses to the questionnaire items. Table 4 compares available characteristics of the initial population with those of the respondents.

Figure 1 shows response rates for the three program areas according to date of receipt of response.

* copy appended

TABLE 1 - Response Rates

	Sec Sci	Adm Jus	Elect	Total
Total number of non-continuing students with SAM-identified major	883	374	199	1456
Total number of questionnaires mailed (using SAM sampling scheme)	321	192	112	625
Number returned by post office as undeliverable	61	38	19	118
Number presumed delivered (A)	260	154	93	507
Number completed and returned				
first mailing	53	24	20	97
second mailing	60	30	19	109
telephone	23	30	10	63
total (B)	136	84	49	269
Percent response (B ÷ A)	52.3%	54.6%	52.7%	53.1%

TABLE 2 - Characteristics of Respondents

(figures in percents)

	Sec Sci	Adm Jus	Elect	Total
Accomplishment at LACC: (SAM-identified)				
Program Completor	36.0	63.1	53.1	47.6
Left with "marketable skills"	29.4	3.6	12.2	18.2
Non-completor	34.5	33.4	35.7	34.2
Number of respondents (N)	136	84	49	269
Sex				
Female	80.9	38.1	10.2	54.6
Male	19.1	61.9	89.8	45.4
N	136	84	49	269
Age				
Below 21	16.1	8.4	6.1	12.0
21-25	38.4	36.0	45.0	38.9
26-30	20.0	22.8	18.4	20.5
31-35	7.4	12.0	18.3	10.8
36-40	3.6	9.6	8.0	6.3
41-50	8.8	8.4	4.0	7.4
51+	5.7	2.4	0.0	3.9
Median Age	24.9	26.3	25.4	25.4
N	135	83	49	267

(Figures in percents)

	Sec Sci	Adm Jus	Elect	Total
1. What is your present employment status?				
Employed full-time (30+hrs/wk)	66.4	65.1	71.4	66.9
Employed part-time (29-hrs/wk)	19.4	9.6	14.3	10.9
Not employed, but looking	6.7	12.0	6.1	8.3
Not employed, not looking	8.2	7.2	2.0	6.8
Temporary layoff	0.7	2.4	2.0	1.5
Full-time homemaker	6.0	1.2	0.0	3.4
Military service	0.7	2.4	2.0	1.5
Other	0.7	0.0	2.0	0.8
N	134	83	49	266
2. Which single statement best describes your present occupation?				
Not presently employed	22.1	21.5	8.3	19.4
Employed in the occupation for which I prepared in college	22.1	5.1	16.7	15.9
Employed in an occupation related to my preparation in college	28.2	22.8	20.8	25.2
Employed in an occupation not related to my preparation in college	27.5	48.1	54.2	38.8
Apprenticeship program	0.0	2.5	0.0	0.8
N	131	79	48	258
3. Are you presently attending college?				
No	80.3	67.1	71.4	74.5
Yes, 4 year, full-time	6.1	13.4	4.1	8.0
Yes, 4 year, part-time	3.0	2.4	8.2	3.8
Yes, 2 year, full-time	3.8	8.5	6.1	5.7
Yes, 2 year, part-time	6.8	8.5	10.2	8.0
N	132	82	49	263
4. Were you employed before attending LACC?				
No	32.7	18.2	24.4	26.5
Yes, at a lower level than present job	33.7	33.3	35.6	34.0
Yes, at the same level as present job	32.7	42.4	31.1	35.3
Yes, at a higher level than present job	1.0	6.1	8.9	4.2
N	104	66	45	215

continued on next page

TABLE 3 - (continued)

(figures in percents)

		Sec Sci	Adm Jus	Elect	Total
5. How long did it take you, after leaving LACC, to find your present job?					
Had the job before I left LACC		44.3	71.4	63.9	55.3
One month or less		20.3	5.7	8.3	14.0
One month to three months		5.1	0.0	8.3	4.7
More than three months		30.4	22.9	19.4	26.0
	N	79	35	36	150
6. Which one of the following was the most helpful in getting your present job?					
Department head and/or faculty at LACC		4.7	2.6	8.8	5.1
Parents, friends, relatives		21.2	38.5	52.9	32.3
Private employment agency		9.4	5.1	2.9	7.0
Public employment agency		12.9	12.8	5.9	11.4
College placement services at LACC		4.7	2.6	0.0	3.2
Newspaper want ads		12.9	15.4	8.8	12.7
Other		34.1	23.1	20.6	28.5
	N	85	39	34	158
7. What is your current rate of pay?					
$1.99 or less per hour		1.2	0.0	0.0	0.6
2.00 - 2.99 per hour		9.6	2.5	2.9	6.3
3.00 - 3.99 per hour		21.7	17.5	11.4	18.4
4.00 - 4.99 per hour		27.7	17.5	20.0	23.4
5.00 - 5.99 per hour		19.3	17.5	11.4	17.1
6.00 or more per hour		20.5	45.0	54.3	34.2
	N	83	40	35	158
8. How well did LACC provide you with the occupational skills needed on your job?					
Very well		34.9	15.8	23.5	27.8
Fairly well		41.9	21.1	26.5	33.5
Not well		9.3	7.9	8.8	8.9
Not at all		14.0	55.3	41.2	29.7
	N	86	38	34	158

continued on next page

	Sec Sci	Adm Jus	Elect	Total
9. Do you plan to continue your college education?				
Yes, toward a				
Associate Degree	17.4	10.3	24.3	17.3
Bachelors Degree	22.1	48.7	29.7	30.2
Masters Degree	3.5	15.4	2.7	6.2
Yes, for job improvement purposes only	17.4	10.3	8.1	13.6
Yes, for personal interest only	7.0	7.7	5.4	6.8
Undecided	29.1	7.7	24.3	22.8
Definitely not	3.5	0.0	5.4	3.1
N	86	39	37	162
10. What was your primary objective in attending LACC?				
Preparation for getting a job	31.3	18.1	32.7	27.4
Improvement of existing "job skills"	27.6	10.8	16.3	20.3
Preparation for promotion	7.5	2.4	2.0	4.9
Preparation for a job in another field	9.7	30.1	18.4	17.7
Transfer to a four-year college	12.7	24.1	20.4	17.7
Personal interests	9.7	13.3	10.2	10.9
Other	1.5	1.2	0.0	1.1
N	134	83	49	266
11. How much education was required to accomplish your objective?				
Two-year Associate Degree Program	44.0	59.2	45.9	48.4
Certificate Program	8.0	8.2	10.8	8.6
Selected courses	39.0	32.7	40.5	37.6
Other	8.0	0.0	2.7	4.8
N	100	49	37	186
12. To what extent has your objective been completed?				
Fully completed	20.7	13.5	10.0	16.7
Partially completed	45.0	42.3	57.5	46.8
Not completed	34.2	44.2	32.5	36.5
N	111	52	40	203

continued on next page

TABLE 3 - (continued)

		Sec Sci	Adm Jus	Elect	Total
13. Do you plan to pursue your objective further					
No		8.8	9.4	17.5	10.7
Yes, at LACC		25.7	24.5	20.0	24.3
Yes, at another college		23.9	47.2	45.0	34.0
Undecided at this time		38.9	18.9	17.5	29.6
Other		2.7	0.0	0.0	1.5
	N	113	53	40	206
14. What was your main reason for not continuing to attend LACC?					
Graduated or received a certificate		19.1	24.7	19.1	20.8
Completed needed courses		3.8	6.5	6.4	5.1
Transferred to another college		6.9	11.7	6.4	8.2
Found a job		10.7	6.5	6.4	8.6
Change of residence		10.7	6.5	12.8	9.8
Transportation problems		3.8	1.3	6.4	3.5
Financial reasons		11.5	13.0	14.9	12.5
Grade problems		1.5	1.3	2.1	1.6
Personal reasons		32.1	28.6	25.5	29.8
	N	131	77	47	255
15. Rate the following in relation to your overall experience at LACC.					
Classroom instruction					
Excellent		27.7	38.9	25.0	30.1
Good		51.8	46.3	60.0	51.9
Fair		17.9	14.8	12.5	16.0
Poor		2.7	0.0	2.5	1.9
	N	112	54	40	206
Content of courses					
Excellent		24.5	32.7	15.0	24.8
Good		58.2	51.9	72.5	59.4
Fair		15.5	13.5	10.0	13.9
Poor		1.8	1.9	2.5	2.0
	N	110	52	40	202

continued on next page

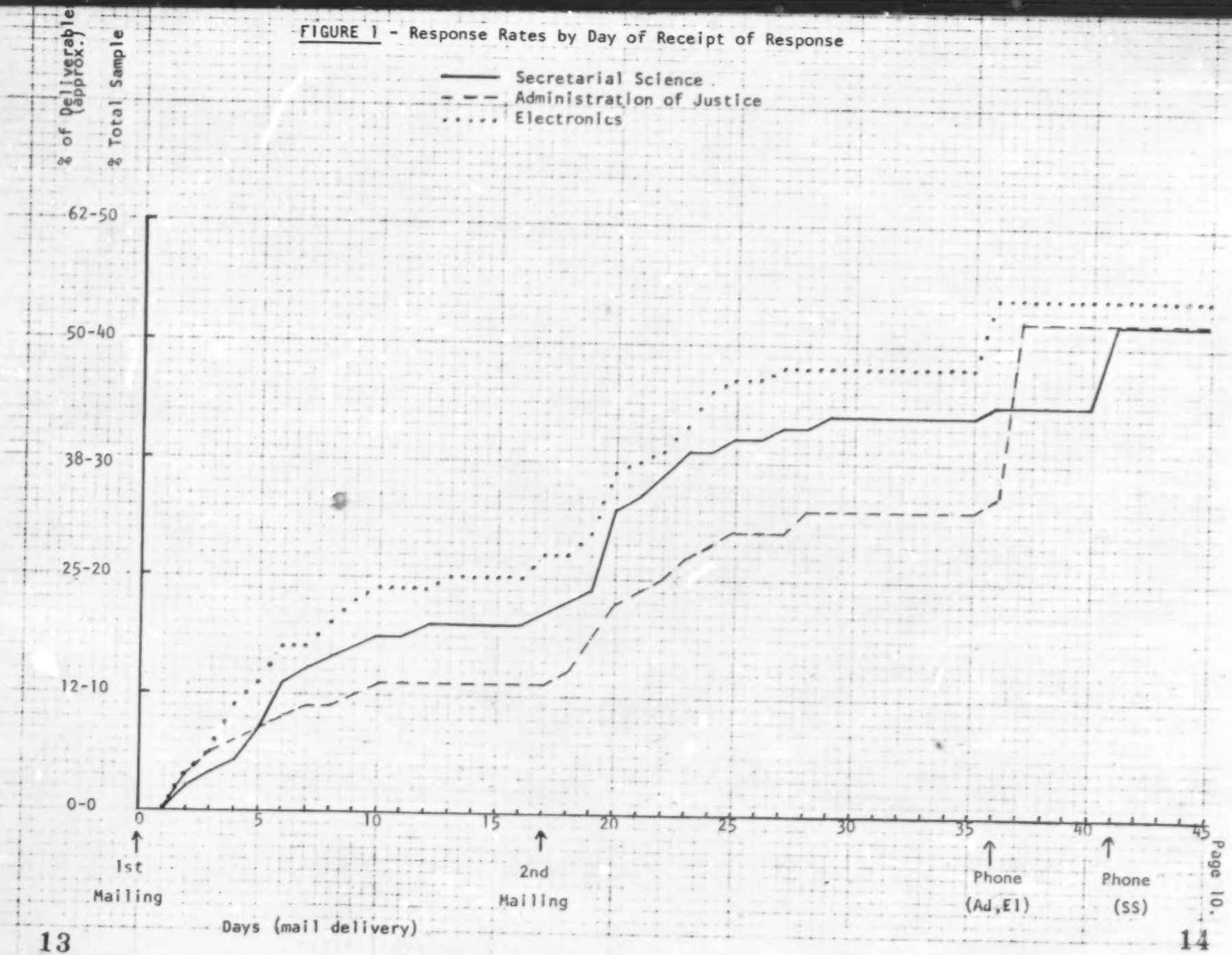
TABLE 3 - (continued)

		Sec Sci	Adm Jus	Elect	Total
15. (continued)					
Help from instructors					
Excellent		25.2	26.9	25.0	25.6
Good		31.5	44.2	47.5	37.9
Fair		37.8	26.9	20.0	31.5
Poor		5.4	1.9	7.5	4.9
	N	111	52	40	203
Program planning					
Excellent		11.5	10.2	10.8	11.1
Good		34.6	46.9	45.9	40.0
Fair		39.4	34.7	24.3	35.3
Poor		14.4	8.2	18.9	13.7
	N	104	49	37	190
Career information					
Excellent		16.8	12.0	5.4	13.3
Good		34.7	36.0	45.9	37.2
Fair		36.6	34.0	29.7	34.6
Poor		11.9	18.0	18.9	14.9
	N	101	50	37	188
General opinion of LACC					
Excellent		20.2	26.9	15.0	20.9
Good		49.5	51.9	57.5	51.7
Fair		26.6	17.3	22.5	23.4
Poor		3.7	3.8	5.0	4.0
	N	109	52	40	101

TABLE 4 - Characteristics of Initial Population and Respondents

	All Majors		Respondents Only	
	No.	%	No.	%
Secretarial Science				
Program Completor	181	20.5	49	36.0
Left with Marketable Skill	159	18.0	40	29.4
Non-Completor	543	61.5	47	34.6
Female	761	86.2	110	80.9
Male	122	13.8	26	19.1
TOTAL	883	100.0	53	100.0
Administration of Justice				
Program Completor	202	54.0	53	63.1
Left with Markatable Skill	11	2.9	3	3.6
Non-Completor	161	43.1	28	33.3
Female	149	39.8	32	38.1
Male	225	60.2	52	61.9
TOTAL	374	100.0	84	100.0
Electronics				
Program Completor	106	53.3	26	53.1
Left with Marketable Skill	8	4.0	6	12.2
Non-Completor	85	42.7	17	34.7
Female	17	8.5	5	10.2
Male	182	91.5	44	89.8
TOTAL	199	100.0	49	100.0

FIGURE 1 - Response Rates by Day of Receipt of Response



It is hoped shortly to be able to provide occupational program heads with feedback information that will be helpful in evaluating current programs and planning for the future. The findings of this study will not be very helpful in this regard, and should be considered tentative only, for the following reasons:

(1) Printouts were based on initital classification and prioritization of courses. Many of these initial efforts were inaccurate and as a result errors in identifying majors are more numerous than they will be in future efforts.

(2) Summer session students were included in the printout, probably causing some selective inflated figures.

(3) Analysis of questionnaire responses was limited to the total group responding (in each program area), without regard to the students' completion record.

(4) Some of the questions on the questionnaire were apparently misleading and in need of revision.

(5) The primary purpose of this particular effort was to test the system. Any reliable information would be a bonus.

In spite of the cautions just mentioned, some of the findings seem clear and indicate great potential for the system to provide useful information.

Following are some specific observations:

(1) Comparison of total population and response sample characteristics indicate about the same male-female ratio for all three program areas, but indicate response rates lower for non-completors than completors. Thus, some response bias is to be expected. However, with response rates over 50%, feedback information (even if biased) should provide at least some clues for program evaluation.

(2) About 85% of Secretarial Science and Electronics majors (75%) of Administration of Justice were employed at the time of the survey (about 9 months after the close of the 1975-76 year). About 2/3 of the Secretarial Science majors were employed in an area related to their college training,

DISCUSSION AND CONCLUSIONS (continued)

with only about 1/3 of the Administration of Justice majors and 2/5 of the Electronics majors so employed. About 2/3 of the Administration of Justice and Electronics majors said they were working prior to attending L.A.C.C.

(3) Median reported current rate of pay was over $6.50 an hour for Electronics majors, about $5.50 for Administration of Justice majors, $4.50 for Secretarial Science majors.

(4) Secretarial Science majors generally (about 3/4) felt that L.A.C.C. provided them with skills needed on the job, with only about 1/3 of the Administration of Justice majors and half of the Electronics majors so indicating.

(5) About 2/3 of the Administration of Justice majors professed intent to pursue a higher degree, compared with 1/4 of the Secretarial Science majors and 1/3 of the Electronics majors.

(6) All three groups expressed a high general opinion of L.A.C.C. Little criticism was shown for classroom instruction, content courses or help from instructors. Although rated excellent or good by about half of the respondents, program planning and career information appear to be areas where students could use more assistance.

* * * * * * * * * * *

LOS ANGELES CITY COLLEGE

We are continually striving to provide you with worthwhile courses and services. One of the ways we use to achieve this objective is to SURVEY FORMER STUDENTS to determine whether or not we are living up to their expectations. YOUR NAME HAS BEEN SELECTED AT RANDOM and we are asking that you TAKE TEN MINUTES and respond to the questions below. Through your responses we can evaluate and improve the programs and services at LACC. Your responses are CONFIDENTIAL and will not be used individually but will be combined with other former students. Your responses will be used only for the purpose of this study and WILL IN NO WAY AFFECT YOUR STATUS with this college or any other college. Please complete the survey and RETURN IT IN THE SELF-ADDRESSED, STAMPED ENVELOPE WITHIN TEN DAYS. Thank you for your help!!

SECTION A - Everyone should complete this section.

What was your Major while attending LACC? If you did not have a Major, what was your career objective?

_____

1. What is your present employment status?

(1)___ Employed full time (30+ hours/week)
(2)___ Employed part time (29- hours/week)
(3)___ Not employed, but looking
(4)___ Not employed, not looking
(5)___ Temporary layoff
(6)___ Full time homemaker
(7)___ Military service
(8)___ Other,_____

2. Which single statement best describes your present occupation?

(1)___ Not presently employed
(2)___ Employed in the occupation for which I prepared for in college
(3)___ Employed in an occupation related to my preparation in college
(4)___ Employed in an occupation <u>not</u> related to my preparation in college
(5)___ Apprenticeship program, please specify:

_____

3. Are you presently attending college?

(1)___ No
(2)___ Yes, four-year college, full time
(3)___ Yes, four-year college, part time
(4)___ Yes, two-year college, full time
(5)___ Yes, two-year college, part time

What is your Major?_____

SECTION B - Complete this section only if you are presently employed. (If you are <u>not</u> now employed, go to SECTION C on reverse side.)

What is your present job title or a brief description of responsibilities?

_____

4. Were you employed before attending LACC?

(1)___ No
(2)___ Yes, at a lower level than present job
(3)___ Yes, at the same level as present job
(4)___ Yes, at a higher level than present job

5. How long did it take you, after leaving LACC, to find your present job?

(1)___ Had the job before I left LACC
(2)___ One month or less
(3)___ One month to three months
(4)___ More than three months

6. Which <u>one</u> of the following was the most helpful in getting your present job?

(1)___ Department head and/or faculty at LACC
(2)___ Parents, friends, relatives
(3)___ Private employment agency
(4)___ Public employment agency
(5)___ College placement services at LACC
(6)___ Newspaper want ads
(7)___ Other,_____

7. What is your current rate of pay?

(1)___ $1.99 or less per hour
(2)___ 2.00 - 2.99 per hour
(3)___ 3.00 - 3.99 per hour
(4)___ 4.00 - 4.99 per hour
(5)___ 5.00 - 5.99 per hour
(6)___ 6.00 or more per hour

8. How well did LACC provide you with the occupational skills needed on your job?

(1)___ Very well
(2)___ Fairly well
(3)___ Not well
(4)___ Not at all

(Please continue on reverse side)

SECTION B - Continued

8A. Name one or more courses which you took at LACC which are of most help to you on your present job.

_____

_____

8B. Name one or more courses in your major, if any, which are of little help to you on your present job.

_____

_____

9. Do you plan to continue your college education?

___ Yes, toward a (1)___ Associate Degree
(2)___ Bachelors Degree
(3)___ Masters Degree
(4)___ Yes, for job improvement purposes only
(5)___ Yes, for personal interest only
(6)___ Undecided
(7)___ Definitely not

SECTION C - Everyone should complete this section.

10. What was your primary objective in attending LACC?

(1)___ Preparation for getting a job
(2)___ Improvement of existing "job skills"
(3)___ Preparation for promotion
(4)___ Preparation for a job in another field
(5)___ Transfer to a four-year college
(6)___ Personal interests
(7)___ Other,_____

11. How much education was required to accomplish your objective?

(1)___ Two-year Associate Degree Program
(2)___ Certificate Program
(3)___ Selected courses
(4)___ Other,_____

12. To what extent has your objective been completed?

(1)___ Fully completed
(2)___ Partially completed
(3)___ Not completed

13. Do you plan to pursue your objective further?

(1)___ No
(2)___ Yes, at LACC
(3)___ Yes, at another college
(4)___ Undecided at this time
(5)___ Other,_____

14. What was your main reason for not continuing to attend LACC? (check one)

(1)___ Graduated or received a certificate
(2)___ Completed needed courses
(3)___ Transferred to another college
(4)___ Found a job
(5)___ Change of residence
(6)___ Transportation problems
(7)___ Financial reasons
(8)___ Grade problems
(9)___ Personal reasons
(0)___ Other,_____

15. Rate the following in relation to your overall experience at LACC.

	EXC.	GOOD	FAIR	POOR
Classroom instruction	___	___	___	___
Content of courses	___	___	___	___
Help from instructors	___	___	___	___
Program planning	___	___	___	___
Career information	___	___	___	___
General opinion of LACC	___	___	___	___

SECTION D - We would greatly appreciate any comments or suggestions as to how LACC can be of more help to you and to other students. Please use the space below to tell us what things we should do which we are not presently doing or what things we should continue to do or what things we should discontinue doing.

UNIVERSITY OF CALIF.
LOS ANGELES

OCT 14 1977

CLEARINGHOUSE FOR
JUNIOR COLLEGES

Form No. 7079.05